



Stress Prevention Policy

Rydon

Stress Prevention Policy

1.1 The Rydon Group ("Rydon") recognise that stress at work is a health and safety problem and that employers have a duty under Section 2 of the Health and Safety at Work Act, to take all reasonably practicable measures to prevent stress at work. Under Section 7 of the Act, employees have a duty not to endanger themselves or others and to co-operate with their employer in meeting statutory requirements.

1.2 Rydon's policy is to comply with the following legislation and any subsequent amendments or re-enactments:-

- Management of Health and Safety at Work Regulations 1999 (duty to conduct a risk assessment)
- Health and Safety at Work etc Act 1974 (duty to protect health, safety and welfare of employees)
- Employment Rights Act 1996
- The Public Order Act 1986 (prohibits use of language that may cause offence in a public place)
- The Protection from Harassment Act 1997
- The Working Time Regulations 1998
- The Disability Discrimination Act 1995.

1.3 The Management of Health and Safety at Work Regulations 1999 require employers to assess health and safety risks, including stress, and to introduce prevention and control measures based on those risk assessments.

1.4 This agreement will apply to all employees. The same opportunities for counselling and other help will be offered to all staff, regardless of age, gender, race, sexuality, grade, or job.

1.5 Priority will be given to assessing the causes of stress at work and introducing measures to reduce or prevent it. The Head of Department or equivalent post-holder will be responsible for carrying out these assessments.

1.6 Where stress causes deterioration in job performance, this will be treated as a health problem and the sufferer will be encouraged to seek help under the terms of this policy. There will be no discrimination against individuals suffering from stress.

1.7 The Health and Safety Executive's Guide Stress at Work gives details of the causes of workplace stress and what employers must do to prevent them. This guide will be used in determining the appropriate action to be taken by the employer; a copy is available within the HR department.

1.8 This agreement for dealing with stress at work forms part of the employer's Health & Safety Policy, and should be read in conjunction it.

1.9 Employees suffering from stress and stress-related illnesses may be offered paid time-off to attend stress counselling sessions. So that staff can make arrangements for counselling outside their working hours if they do not wish to draw attention to their need for counselling, the names of stress counsellors and how to contact them is available from the HR department.

1.10 Counselling will be offered by independent and trained counsellors. This service will be strictly confidential between the counsellor and member of staff. No details or records will be disclosed without the written permission of the member of staff concerned.

1.11 Information and training will be given to all employees. This will include: the causes and effects of stress, a copy of this stress agreement, details on how to seek help, and information on the arrangements for reporting causes of stress and work-related illnesses.

1.12 Where an employee becomes ill through stress, management will seek to identify the causes of the stress and to eliminate them through changing the postholder's duties or working environment. Employees unable to continue in their job because of stress-related illnesses may be offered alternative suitable posts, subject to agreed procedures for relocation. Relocation may be considered as a last resort, unless requested by the member of staff concerned.

1.13 This policy and its effectiveness will be regularly reviewed. The initial review will take place six months after this policy comes into effect and at intervals of not more than twelve months thereafter.

